

MR. T. P. RAMASUBBA AIYAR (*Secretary to Government*): The list † required by the member is laid on the table.

*Duties of the Superintendent of Survey, Assistant Superintendent of Survey, and Office Assistant.*

219. MR. K. P. NILAKANTA PILLAI (*Chirayinkil*): Will the Government be pleased to state the duties of the Survey Superintendent, the Assistant Superintendent and the Office Assistant?

MR. T. P. RAMASUBBA AIYAR (*Secretary to Government*):

1. *Duties of the Superintendent of Survey.*

The Superintendent of Survey is the directing and controlling officer for the whole Survey Department, which consists of office and field staffs, and also for the Central Survey School at Trivandrum and the Temporary Survey School at Kottayam. He has to attend to both office and outdoor (inspection) work. The duty of directing the survey operations so as to be in conformity with the Regulations and Rules in force also devolves on him. He has also to deal with land complaints coming up to him in appeal and decide them. It is also his duty to see, by field inspections, if the technical portion of land records work is being done properly.

2. *Duties of the Assistant Superintendent of Survey.*

The Assistant Superintendent helps the Superintendent in his inspection, office and other work and also in the matter of land records work.

3. *Duties of the Office Assistant.*

The duties of the Office Assistant are to help the Superintendent in office work, chiefly under the following heads:—

- (1) The submission of returns.
- (2) Supervision of work of the Computer-draftsmen and Litho-draftsmen.
- (3) Scrutiny of the plotted records prepared by the Draftsmen section.
- (4) Scrutiny of the out-turn of each Computer-draftsman in the Draftsmen and Litho sections.
- (5) Checking the fortnightly diaries of Field Surveyors and Head Surveyors.
- (6) Checking the daily cash transactions.
- (7) Supervision of the Survey Stores and Records.

He is also responsible for enforcing order and discipline in the office and for the prompt and careful despatch of business.

*Extension of Service to Officers in the Survey Department.*

220. MR. K. P. NILAKANTA PILLAI (*Chirayinkil*): Will the Government be pleased to state whether the Survey Superintendent has recommended the case of any, in 1101, for extension of service, and, if so, how many?

† *Vide* Appendix II—page 856.